

Town of River Bend Planning Board

Minutes for Regular Meeting – 4 November 2021 – River Bend Municipal Building

Board Members present: Chairman Egon Lippert, Linda Cummings, Kathleen Fleming, Kelly Forrest, Bob Kohn, Kelly Latimer

Board Members absent: Keith Boulware

Others present: Councilwoman Barbara Maurer, Town Manager Delane Jackson, Assistant Zoning Administrator Allison McCollum, ETJ Property Owners Mr. Tom Norville and Mrs. Jean Norville

Call to Order

The regularly scheduled Planning Board meeting was called to Order at 6:00 PM on Thursday, 4 November 2021, in the River Bend Municipal Building meeting room with a quorum present.

1. Approval of 2 September 2021 Regular Meeting Minutes

The Board reviewed the Minutes of the 2 September 2021 Regular Meeting. **Motion** was made by Board Member Bob Kohn to accept the Minutes as presented. Motion was **seconded** by Board Member Linda Cummings. **Motion carried unanimously.**

2. General Visitor Comments

None.

3. Reports

a. Zoning Report

AZA Allison McCollum presented the Board with a typed report summarizing the number of permits issued, the type of permit issued, and the total of all permit fees for the months of September and October 2021. The members of the Board reviewed the report and asked questions as needed.

b. Council Report

Town Manager Delane Jackson addressed the Board and verbally reviewed the most recent actions of the Town Council. The members of the Planning Board asked questions as needed. After his report, Town Manager Delane Jackson asked to add an item to the New Business portion of the meeting, regarding a Special Use Permit application. Chairman Egon Lippert added the agenda item.

4. Old Business

None.

5. New Business

a. Proposed changes to § 15.02.062 Fences and Walls

Town Manager Delane Jackson presented the proposed amendment and asked if the Planning Board had any comments or suggestions. The members of the Planning Board reviewed the proposed changes asked questions as needed. **Motion** was made by Board Member Kelly Latimer to change language in Item #6 from 'Town Manager' to 'Zoning Administrator.' Motion was **seconded** by Board Member Bob Kohn. **Motion passed unanimously.** No other changes were suggested. **Motion** was made by Board Member Kathleen Fleming to propose the revised ordinance to the Town Council. Motion was **seconded** by Board Member Kelly Latimer. **Motion carried unanimously.**

Motion was made by Board Member Kelly Forrest to approve the Resolution – Advising that the proposed amendments to the Code of Ordinances are in accordance with all officially adopted plans, including the Comprehensive Land Use Plan; are reasonable; and are in the public interest. Motion was **seconded** by Board Member Bob Kohn. **Motion carried unanimously.** The consistency statement was signed by Chairman Egon Lippert and witnessed by Secretary Allison McCollum.

b. Minor text update in § 15.02.047 District Requirements

Town Manager Delane Jackson presented the proposed changes to the ordinance. The change is required to comply with the North Carolina General Statute. The members of the Planning Board asked questions as needed; no changes were suggested. **Motion** was made by Board Member Bob Kohn to propose the revised ordinance to the Town Council. Motion was **seconded** by Board Member Kelly Latimer. **Motion carried unanimously.**

Motion was made by Board Member Bob Kohn to approve the Resolution – Advising that the proposed amendments to the Code of Ordinances are in accordance with all officially adopted plans, including the Comprehensive Land Use Plan; are reasonable; and are in the public interest. Motion was **seconded** by Board Member Kathleen Fleming. **Motion carried unanimously.** The consistency statement was signed by Chairman Egon Lippert and witnessed by Secretary Allison McCollum.

c. Special Use Permit

Town Manager Delane Jackson gave a brief overview of a Special Use Permit application that had been submitted to staff at Town Hall and will require review by the Planning Board at an upcoming meeting. AZA Allison McCollum distributed a packet of information for the Planning Board members to review before the next regular meeting. Board Members asked a few questions as needed.

d. Elect Vice Chairperson

Chairman Egon Lippert stated that the Planning Board is required to have a Vice Chairperson, and currently does not have one. He asked for a volunteer or a nomination from the Board Members. Board Member Kathleen Fleming **motioned** to name Board

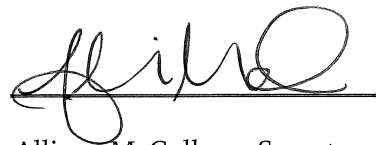
Member Bob Kohn Vice Chairman. Board Member Linda Cummings seconded the motion. Motion carried unanimously. Vice Chairman Bob Kohn accepted the position.

6. Other

The next regular meeting is scheduled for Thursday, 2 December 2021 at 6pm.

7. Adjournment

Motion was made by Board Member Kathleen Fleming to adjourn the meeting. Motion was seconded by Board Member Kelly Forrest. Motion carried unanimously and the meeting adjourned at 6:46 PM.

A handwritten signature in black ink, appearing to read "Allison McCollum", written over a horizontal line.

Allison McCollum, Secretary